

# VILLAGE OF BARRINGTON HILLS

## Board of Trustees Meeting Minutes

Monday, August 29, 2016 ~ 6:30 pm  
MacArthur Room

### President McLaughlin called the meeting to order at 6:30 pm

#### Present

- ❖ President Martin J. McLaughlin
- ❖ Trustee Colleen Konicek Hannigan
- ❖ Trustee Michael Harrington
- ❖ Trustee Bryan Croll
- ❖ Trustee Michelle Nagy Maison
- ❖ Trustee Brian Cecola
- ❖ Chief Richard Semelsberger
- ❖ Village Attorney Patrick Bond
- ❖ Village Treasurer Margaret Hirsch
- ❖ Village Clerk Anna Paul
- ❖ Village Engineer Dan Strahan

#### Absent

- ❖ Trustee Fritz Gohl

#### Audience

- ❖ A. Robert Abboud
- ❖ Lou Flannery
- ❖ Linda H. Cools
- ❖ D. A. Wamberg
- ❖ Donato Cantalupo
- ❖ Sonne DeVries
- ❖ Das Sheldon
- ❖ Carol McLuckie

#### Public Comments

- ❖ A. Robert Abboud
- ❖ Carol McLuckie
- ❖ Sana Debrees

### Pledge of Allegiance

### Presentation of Award

#### Alice Runvik 25 Years of Service

Alice began her career at BHPD in 1985 as a part time Dispatcher and began working full time for BHPD on February 1, 1991.

In her early years she worked in the Records Division and assisted in Dispatch. Alice's dedication and strong work ethic lead to a 1995 promotion to the Chief's Administrative Assistant. She served in that position for 4 separate Chiefs.

During the dispatch consolidation project, Alice was again called upon to assist with Dispatch and Records. She stepped up without hesitation and was truly a 'life saver' for the Department. Earlier this year Alice was moved into the newly created Human Resource Coordinator position to better utilize her knowledge of all aspects of BHPD.

She is an extremely valuable member of the Department.

Thank you Alice for your 25 years of service to the citizens of Barrington Hills.

#### Point of Order

Harrington stated that he submitted a written request that an item be placed on the agenda, and is also aware that Gohl made the same request. The item was a request to have a discussion and vote on whether the Board should have a public hearing to consider removing Jan Goss from the ZBA. He stated

that he was making the request in response to a petition that the Board received, signed by over 100 residents. He would like an explanation as to why it was not planed on the agenda.

Konicek stated that she believes as it is the Presidents right to nominate, it is his role to bring forward this issue. The board discussed what they believe the proper course of action is in this matter.

Harrington asked under what authority he was excluded from placing this item on the agenda.

Attorney Bond stated that under Village code 1-5-15

*The village president shall decide all questions of order and shall be governed in his decisions by parliamentary law as prescribed by "Robert's Rules Of Order" as revised from time to time. (Ord. 57-1, 5-24-1957)*

He stated that many Villages have included provisions in their codes that 2 trustees are able to bring forward an agenda item, but Barrington Hills has not. Robert's Rules of Order states that it is the Chairs prerogative to set the agenda. He also stated that at this time Harrington could make a motion for it to be placed on the agenda, and if he received a second and an affirmative vote, that the item would be placed on next month's agenda.

Trustee Harrington asked for a written opinion from the Village Attorney, on whether a sitting Trustee has the right to place an item on the agenda.

Harrington brought forward the reasons he thinks that this is an issue. He stated that the Village code should be changed to allow that 2 people can place an agenda item.

Harrington restated that he is exercising his right under 1-6-6 (c) and requesting a written opinion.

*The village attorney shall give his legal opinion in writing to the board of trustees or any member thereof, on legal questions arising under any ordinance of the village, and on legal questions and subjects in which the village shall be legally interested.*

The Board continued discussing the matter. Specifically, Maison echoed others statements that it was not appropriate to request the item prior to speaking with the Chair of the Zoning Board. Maison stated that the Chairman is another resident, all residents running the same Village as a team. Harrington stated that he would like to have the written opinion, and time to study it before moving forward with making a motion.

### **Approve Minutes May 23, 2016**

Motion Konicek 2nd Cecola

McLaughlin distributed a copy of the minutes presented at the last meeting. Konicek stated that she does not believe the version currently in the minutes, as submitted by Harrington, is accurate.

McLaughlin stated that he believes the Board should go back to previous minutes as submitted by the clerk at the July meeting.

Bond reminded the Board that the minutes are merely a summary of the actions at a meeting and should not include all comments.

Croll brought forward that Harrington's main objection last month was in the statement that the Board was doing this and that in fact it was McLaughlin bringing it forward. He stated that change can be

made, but that he sees issues in other parts. Maison did not believe that it should state that no vote was taken, as it wasn't up for a vote. Board continued to discuss the matter.

**Approve Minutes May 23, 2016 as Amended Including Clerks Original Text**

Motion Konicek 2nd Cecola

Harrington stated that he did not believe they adequately summarized what happened at the meeting.

Roll Call: Ayes 5 (Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 1 (Harrington)  
Absent 1 (Gohl)

**MOTION APPROVED**

**Approve Minutes July 21, 2016 including bios**

Motion Konicek 2nd Maison

Clerk Paul asked that the names and short bios of the award recipients be included.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED**

**Accept Village Treasurer's Report for July 2016**

Motion Croll 2nd Konicek

Treasurer reviewed various items. McLaughlin asks about FOIA budget and attorney fees.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED**

**Accept Police Pension Board's Report for July 2016**

Motion Croll 2nd Konicek

Up 4.83% lagging behind benchmark. Croll thanked Treasurer for re-adding statements.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED**

**Approve Overtime Report for July 2016 \$8539.61**

Motion Croll 2nd Cecola

A portion of the OT is reimbursable from a private detail. Next year's information will be adjusted to account for reimbursements.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED**

**Approve Bills for August 2016 Totaling \$22,8674.13**

Motion Croll 2nd Konicek

Bills were higher this meeting as last month's meeting was early. Some vendors have 2 invoices in this month's bills.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED**

**Resolution Accepting a Proposal to Provide Professional Accounting Services from Lauterbach and Amen, LLP**

Motion Croll 2nd Konicek

Lauterbach and Amen came before the Finance Committee last month with a proposal to provide accounting services. The service would include journal entries, bank reconciliations and financial reporting. This dual entry process will be more efficient and directly addresses the management letter comment from Klein Hall regarding journal entry review. The conversion charge is \$3,200.

This provides the resources of a large firm as backup for the Treasurer with less risk to the Village in the event of turnover or unavailability.

Change in Treasurer position to part time yields an approximate \$70,000/yr savings.

Backup great for the Village and recommended by the auditor.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED Resolution 16 - 20**

**Resolution Authorizing the Termination of a Purchase and Maintenance Contract with AT&T Global Services and Payment of Related Termination Penalties**

Motion Croll 2nd Maison

Chief shared background information, several years prior to consolidation the AT&T equipment was purchased for the dispatch center. Chief pursued trying to sell the system but hit many roadblocks. Selling it for parts is an option.

Terminating the maintenance agreement is what saves the Village money, at least \$16,000 paying it off early.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED Resolution 16 - 21**

**Roads & Bridges Reports**

The 100 Club of Chicago passed through the Village on Saturday celebrating their 50th year of existence. Barrington Hills residents are active in the organization that provides support to the families of fallen first responders.

**Veterans' Crossing Open**

Cecola reported that a group of Veterans' came out to cross the Bridge for the first time. He expressed the Village's gratitude that they came out for the ribbon cutting and first crossing.

Strahan reported that the project is not closed, but should be in the next week. He also reported that the contractor was 3 days late and will be assessed a penalty.

**Longmeadow Parkway Environmental Assessment Re-evaluation**

This is a notice encouraging residents to go speak. The Village has submitted the resolution that was passed against it. It is anticipated that the project portion within Barrington Hills will be open bid in January. Construction is likely to begin in spring based on how the land acquisition process goes.

**Resolution Authorization of a Commemorative Naming Application with the US Board of Geographical Names for the Cuba Road Bridge Over Flint Creek to be Known as Veteran's Crossing**

Motion Cecola 2nd Konicek

This process will allow the bridge to officially be recorded as Veteran's Crossing at a national level.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED Resolution 16 - 22**

**Accept Public Safety Monthly Report**

Konicek thanked the officers who helped out with the Honor Ride and Run, they were very appreciated by the organizers and the participants. Chief responded that the officers in attendance enjoyed participating.

**Approve Ordinance Authorizing Disposal of Personal Property Owned by the Village of Barrington Hills**

Motion Cecola 2nd Maison

Outdate and obsolete items.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

## **MOTION APPROVED Ordinance 16 - 16**

### **Permit Report**

As submitted.

### **Enforcement Report**

Klouris matter went to trial, most part a win. Klouris has to complete demolition permit prior to recouping a costs. We are currently unable to issue the demo permit as the Village has still not received all the necessary documents from the applicant.

The Gopin matter is set for trial September 19<sup>th</sup>.

### **ZBA Monthly Report**

ZBA is meeting tomorrow (8/30/2016) at 6:30pm at Countryside Elementary School.

Konicek explained the process that they are going through regarding consideration of the "Drury Text Amendment." The ZBA has been receiving testimony for the last 3 meetings. After the completion of the hearings the ZBA will deliberate regarding proposal, then either accept as submitted, reject as submitted, or modify it. It will then the text amendment and the ZBA's recommendation will be submitted to the BOT for a vote.

### **Planning Monthly Report**

The Plan Commission discussed possible uses for the Villages Route 25 property. They could not determine a use that would not be cost prohibitive to initiate and recommend that the Village consider selling the property.

### **Ordinance Amending and Restating Title 4, Chapter 6 Tree Preservation of the Village Code in its Entirety**

Motion Maison 2nd Cecola

Maison presented background information on the work the Plan Commission has done on the revision of the Heritage Tree Ordinance. The Commission has been very engaged throughout the process, spending a lot of time and speaking to a lot of experts. Maison stated that she is really impressed with how quickly it was put together.

The board discussed various components of the ordinance. They collectively thank the Plan Commission for the work and expertise they put into this project.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

## **MOTION APPROVED Ordinance 16 - 17**

### **Insurance Monthly Report**

Nothing for public session.

### **Health, Environment, Building & Grounds Monthly Report**

Nothing to report.

### **Board of Health Report**

Board of Health did not meet.

### **Pending Litigation Report**

Items for executive sessions.

### **Personnel Report**

Nothing to report.

### **Approve Personnel Manual Update**

Motion Konicek 2nd Maison

It was suggested that some necessary changes to the manual needed to be made to bring it in line with the union employees. Committee met with a variety of parties to prepare changes and was reviewed by council. The included memo clarify the changes.

One item needed further discussion as to what reimbursement method Village employees would have for per diem expenses. Konicek presents three options, the board and police chief discussed each. It was ultimately determined that the best option would be a per diem paid based on location.

### **Approve Personnel Manual Update Including the IRS Guidelines for Reimbursement**

Motion Konicek 2nd Maison

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

### **MOTION APPROVED**

### **Approve Budget Not to Exceed \$68,000 for Village Hall Maintenance Updates Does not include tile.**

Motion Croll 2nd Maison

Board again discussed the need for refreshing the Village Hall.

Painting \$20,000

Flooring \$35,000

Tile Floors \$19,500

Bathroom \$11,500

The grand total comes out to roughly \$68,000 for all work. It is stated that this work is necessary to maintain a Village asset. The Board thanked the Committee for the time put in to the project. Harrington stated that he believes it is time to make these improvements. The Board and Treasurer discussed that the Village has the necessary finances for this project. Board consensus was that it needs to be done.

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

### **MOTION APPROVED**

### **Kenneth "Ken" Santowski Statement of Appreciation**

Unfortunately the extremely popular Styrofoam recycling program has been discontinued. The Village thanks Ken for all the time and effort he put into the project.

**Recess to Executive Session at 8:46 pm**

Pursuant to Open Meetings Act;  
5 ILCS 120/2(C)11 for Pending Litigation Issues  
5 ILCS 120/2 (c) (21) for Minutes of Closed Meetings  
Motion Konicek 2nd Cecola

Voice Vote: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED**

**EXECUTIVE SESSION**

**Public session reopened at 9:06 pm**

Roll Call  
Present: Cecola, Croll, Harrington, Maison, Konicek, McLaughlin  
Absent: Gohl

**Approve Executive Session Minutes July 21, 2016**  
**Motion Harrington 2nd Croll**

Roll Call: Ayes 6 (Cecola, Maison, Croll, Harrington, Konicek, McLaughlin)  
Nays 0  
Absent 1 (Gohl)

**MOTION APPROVED**

**Motion to adjourn meeting** made by Cecola, Seconded by Croll. Upon all present Trustees voting Aye. The Motion to adjourn carried and the meeting adjourned at 9:07 pm.

**MEETING ADJOURNED**